



**High Commission of India
Colombo**

Tender Notice

High Commission of India in Colombo requests proposals from Companies to submit a detailed Technical and Financial proposal for the delivery of Consular/Passport/Visa/OCI/PCC/Surrender Certificate (Renunciation of Indian Citizenship)/Global Entry Program (GEP) Verification/Miscellaneous Attestation related support services (hereinafter referred to as 'CPV Services') for the **High Commission of India in Colombo, Sri Lanka; Assistant High Commission of India, Kandy; Consulate General of India in Jaffna and Consulate General of India in Hambantota**. The proposal shall be valid for six months after the RFP closing date indicated. The award of the Contract will be, as per provisions indicated in the succeeding paragraphs, on L1 basis of Financial Bids in the two-tier tender process consisting of Technical Bids and Financial Bids.

2. The schedule of tendering process is as mentioned below:

Tender No. LKAC/VISA/20	Date: 10 th April 2024
IMPORTANT DATES- Tentative	
Release of Request For Proposal (RFP)	10th April 2024
Last date for Submission of Written Questions by Bidding Companies	18 th April 2024
*Pre- Bid Conference	19 th April 2024
Response to Written Queries & queries raised in the pre-bid conference	25 th April 2024
Issue of Corrigendum, if any	29 th April, 2024
Last Date for Submission of bids	17 th May 2024
Date of opening of the Technical Bids	17 th May 2024
Announcement of results of Technical Bids	24 th May 2024
*Date of opening the Financial Bids	27 th May 2024
* Announcement of the result of Financial Bids	31 st May 2024
*Award of Contract	15 th June 2024 (Tentative)

3. The detailed RFP can be downloaded from Central Procurement Portal of Government of India (cpp.gov.in), website of High Commission of India, Colombo (hci.colombo.gov.in) and website of Ministry of External Affairs, India (mea.gov.in). All interested bidders are to submit **Technical bids** and **Financial bids** in **2 separate envelopes**(refer schedule above) in **physical format High Commission of India, Colombo** (36-38 Galle Face road), **addressed to Head of Chancery, High Commission of India, Colombo.**